

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, September 18, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATIONS

Matthew Thomas Ans-Helm – 4th Avenue Crosswalk
Kate Mechan, Safe At Home Society – Occupancy Permit

CITY OPERATIONS COMMITTEE

1. Active Transportation Initiatives – Traffic Bylaw Amendments
2. New Business

COMMUNITY SERVICES COMMITTEE

1. Sister City – Chortkiv, Ukraine
2. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. Capital Budget Variance Reporting 2nd Quarter – For Information Only
2. Operating Budget Variance Reporting 2nd Quarter – For Information Only
3. Budget Amendment – Marwell Lift Station Pump
4. New Business

CITY PLANNING COMMITTEE

1. Zoning Amendment – Range Point Joint Master Plan
2. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Jocelyn Curteanu

September 18, 2023

Meeting #2023-17

-
1. Active Transportation Initiatives – Traffic Bylaw Amendments
Presented by Tracy Allen, Director of Infrastructure and Operations
 2. New Business

ADMINISTRATIVE REPORT

TO:	City Operations Committee
FROM:	Administration
DATE:	September 18, 2023
RE:	Active Transportation Initiatives - Traffic Bylaw Amendment

ISSUE

An amendment to the City's Traffic Bylaw is required to support active transportation changes on Chilkoot Way.

REFERENCE

- [Traffic Bylaw 2013-24](#)
- 2023-24 Traffic Bylaw Amendment - Proposed

HISTORY

The City has implemented a number of physical changes on Chilkoot Way as part of an ongoing initiative to improve active transportation infrastructure. In conjunction with the physical changes to the street infrastructure, a bylaw amendment is also required to reduce the speed limit on Chilkoot Way from 50km/hr to 30km/hr to improve safety for all road users.

ANALYSIS

The City is committed to enhancing active transportation infrastructure to improve safety for all road users, increase accessibility, reduce greenhouse gas emissions and reduce overall traffic congestion. As part of this ongoing initiative, an "All Ages and Abilities" protected bike lane route has been installed along Chilkoot Way. This new route connects the Two Mill Hill bike route with the Riverfront Trail and improves overall connectivity for active transportation users.

To reflect the new infrastructure and context of the street, an update to the Traffic Bylaw is recommended to change the speed limit on Chilkoot Way. The anticipated activity level, potential conflict level, existing conditions, and design elements of Chilkoot Way warrant a change of the current speed limit from 50km/hr (default) to 30km/hr. This approach is aimed to minimize impacts to vehicles while realizing road safety benefits, especially between vehicles and other vulnerable road users, such as pedestrians and cyclists.

Due to the short length of Chilkoot Way, the proposed speed limit change is not anticipated to have an impact on overall travel time. Chilkoot Way is a collector street where travel time is not considered a primary objective for the street's functionality.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve an amendment to the Traffic Bylaw to reduce the speed limit on Chilkoot Way between Two Mile Hill and Quartz Road to a maximum of 30km per hour.

CITY OF WHITEHORSE
BYLAW 2023-24 - PROPOSED

A bylaw to amend Traffic Bylaw 2013-34

WHEREAS Section 124 of the *Motor Vehicles Act* (RSY 2002) provides that a municipality may by bylaw prescribe a maximum speed other than 50 kilometres per hour for all or part of a highway subject to its jurisdiction; and

WHEREAS Section 125 of the *Motor Vehicles Act* provides that a municipality may authorize the placing, erecting, or marking of traffic control devices at any locations considered necessary for controlling highways subject to its jurisdiction; and

WHEREAS it is deemed desirable and expedient that the City of Whitehorse Traffic Bylaw be amended to reduce the maximum speed limit on a specific highway to support implementation of a new active transportation corridor and provide enhanced public safety;

NOW THEREFORE the Council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Traffic Bylaw 2013-34 is hereby amended by adding a new Section 1.(6) to the Operation of Vehicles in the existing Schedule “B” and substituting therefore a new Schedule “B”, attached here as Appendix “A” and forming part of this Bylaw:

OPERATION OF VEHICLES

1. No person shall drive at a greater rate of speed than **30 kilometres per hour** on the following highways between the designated points:
 - (1) on Alsek Road between Duke Road and Blanchard Road;
 - (2) on Mount Sima Road from the ski hill parking lot northward towards the downtown core of the City, for a distance of 600 metres;
 - (3) on Prospector Road from the Alaska Highway to that point where the roadway enters private property;
 - (4) on Sumanik Drive from Hamilton Boulevard to Mount McIntyre Recreation Centre.
 - (5) on Valleyview Drive along its entire length.
 - (6) **on Chilkoot Way between Two Mile Hill and Quartz Road.**

Traffic Bylaw Amendment Bylaw 2023-24

2. This Bylaw shall come into force and effect upon the final passing thereof.

FIRST and SECOND READING:
THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Kirk Cameron

September 18, 2023

Meeting #2023-17

-
1. Sister City – Chortkiv, Ukraine
Presented by Landon Kulych, Manager, Recreation and Facility
Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	Community Services Committee
FROM:	Administration
DATE:	September 18, 2023
RE:	Sister City – Chortkiv, Ukraine

ISSUE

To consider the City of Whitehorse entering into a formal Sister City relationship with the City of Chortkiv, Ukraine.

REFERENCE

- [Sister City Relationships Policy](#)

HISTORY

The goal of a Sister City relationship under the City's Sister City Relationships Policy is to

Promote economic development and educational, cultural and friendship exchanges between cities. These relationships enable the citizens of Whitehorse to participate and benefit from such exchanges;

It provides people with a better understanding of their own community by interpreting their way of life to people of a different city, culture and/or nation; and

It can lead to economic growth within the City.

In early 2023, representatives from Chortkiv, Ukraine reached out to City Administration expressing interest in discussing how the cities could collaborate on common goals.

Since then, Administration has been regularly communicating with Chortkiv Administration, including most recently in September via Zoom, which included Mayor Volodymyr Schmatko of Chortkiv on the call.

As the discussions progressed, it became apparent that there were a number of common themes between Chortkiv and Whitehorse. Most prominent was both Cities' focus on senior citizens and elders and youth. Mayor Schmatko and his team proposed the idea of a Sister City relationship with the City of Whitehorse.

ALTERNATIVES

1. Enter into a Sister City relationship with the City of Chortkiv, Ukraine; or
2. Refer the matter back to Administration.

ANALYSIS

The Sister City Relationships Policy establishes guidelines for a "Sister City Board" to consider when recommending potential sister city relationships to Mayor and Council. While a Sister City Board no longer exists, Council has the authority to enter into a Sister City relationship, and currently maintains formal relationships with three international cities

A number of factors are considered prior to the selection and maintenance of a formal relationship, some of which include ensuring adequate financial support, economic climate, extent of commitment, and level of engagement. Under the existing Policy, there are two levels of Sister City relationships: Active and Honourary.

Administrative capacity is also considered. The City currently recognizes three Sister City relationships; Juneau, Alaska, Lancieux, France, and Ushiku, Japan.

The relationship with Ushiku, Japan involves a student exchange, and is therefore considered an Active relationship under the Policy, while Lancieux, France represents an Honourary relationship under the Policy through activities such as recognition, small gatherings, and flag raising initiatives. The City's relationship with Juneau, Alaska also falls within the Honourary category, and reinforces the close overall relationship between the Yukon and Alaska and its peoples.

The foundation for Sister City relationships is to establish and maintain friendships. Through those friendships, we are able to achieve local diplomacy and a better understanding of each other's countries.

The City of Chortkiv is located in the western part of Ukraine. Its population is comparable to Whitehorse with approximately 28,000 people calling Chortkiv home. The City, like Whitehorse, is considered a winter City. Chortkiv is celebrating its 500-year anniversary this September, and such a long rich history for a City of comparable size to Whitehorse, which is much younger, may be an opportunity for learnings.

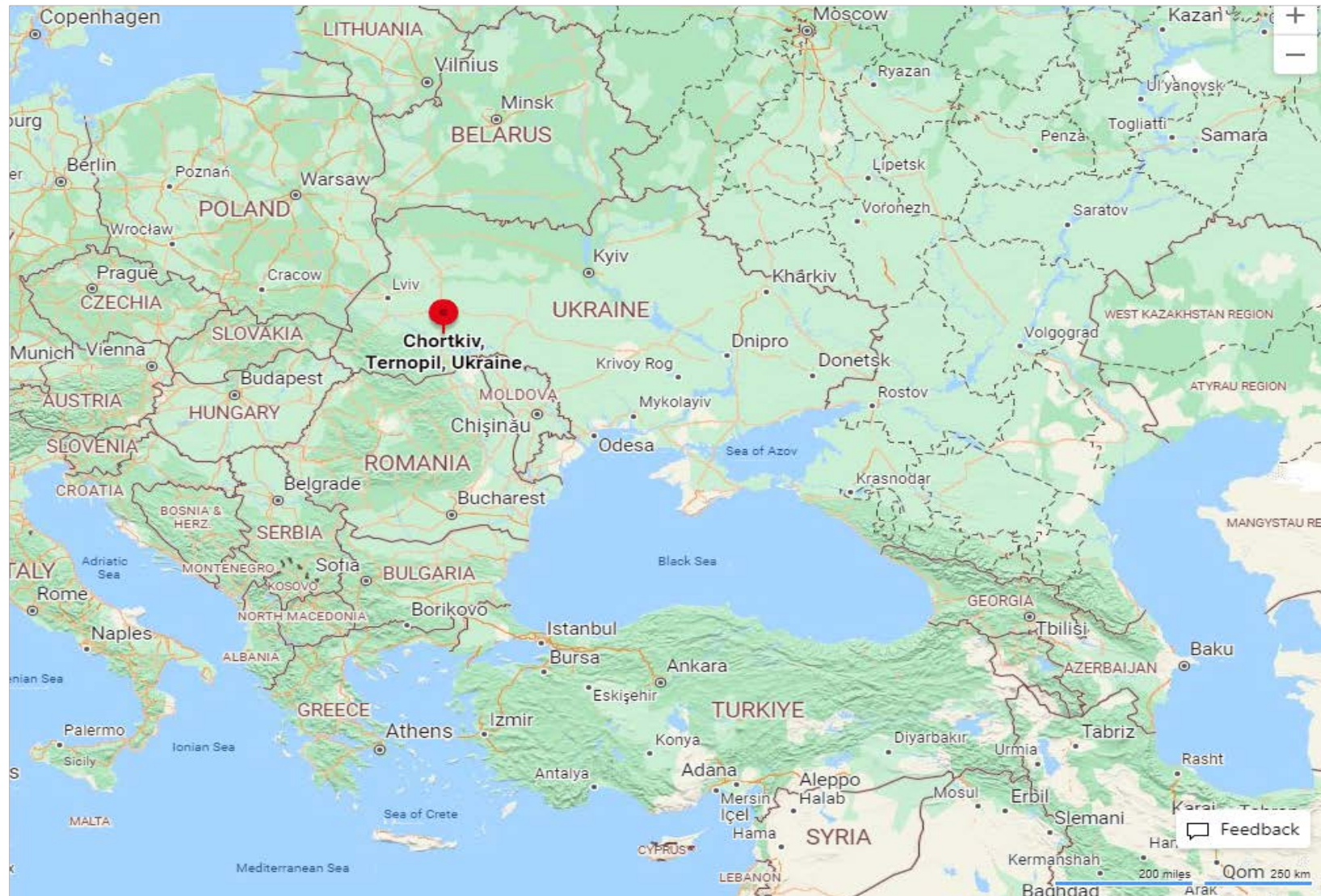
As discussions with Chortkiv Administration about a potential Sister City relationship with the City of Whitehorse evolved, four key themes arose:

- A focus on senior citizens / elders and youth;
- Local diplomacy and a better understanding of each other's countries;
- Classroom partnerships and student interaction; and
- Community involvement and encouraging residents to own the partnership.

If a new Sister City relationship with Chortkiv were to be established, these are some of the main themes Administration would use to build and foster that relationship with Chortkiv, with activities that fall within the Honourary category under the Policy.

ADMINISTRATIVE RECOMMENDATION

THAT Council enter into a formal Honorary Sister City relationship with the City of Chortkiv, Ukraine under the Council Sister Cities Relationship Policy.



CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE
Council Chambers, City Hall



Chair: Jocelyn Curteanu

Vice-Chair: Mellisa Murray

September 18, 2023

Meeting #2023-17

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

September 18, 2023

Meeting #2023-17

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1. Capital Budget Variance Reporting 2nd Quarter – For Information Only
Presented by Svetlana Erickson, Manager, Financial Services
 2. Operating Budget Variance Reporting 2nd Quarter – For Information Only
Presented by Svetlana Erickson, Manager, Financial Services
 3. Budget Amendment – Marwell Lift Station Pump
Presented by Tracy Allen, Director of Infrastructure and Operations
 4. New Business

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: September 18, 2023
RE: Capital Budget Variance Reporting 2nd Quarter – For Information Only

ISSUE

Financial Services has reviewed Capital Budget projections submitted by department managers and is providing a high-level summary of anticipated capital spending and proposed amendments to the 2023 to 2026 Capital Expenditure Program.

REFERENCE

- [Bylaw 2022-41 Capital Expenditure Program 2023-2026](#)
- 2023 Capital Budget Amendments (Appendix A)
- 2023 Second Quarter Capital Budget Proposed Amendments (Appendix B)

HISTORY

The approved Capital Expenditure Program for 2023 is as follows:

\$ 15,611,285 – Approved 2023 Expenditures – Appendix A (Bylaw 2022-41)

\$ 5,956,000 – Projects Added to Appendix A – due to confirmation of external funding

\$ 63,370,094 – Capital Projects Re-Budgeted from 2022

\$ 10,215,484 – Capital Budget Amendments by Council Resolutions

\$ 97,152,863 – Total Current Approved Capital Expenditures

ANALYSIS

As part of the City's second quarter variance reporting, managers are required to review their planned capital spending, and many projects are proceeding as planned. Several projects are experiencing delays due to staff vacancies, logistics delays, material shortages and contractor/consultant availability. Two projects have been cancelled. Three projects have been completed with one project completed under budget. A budget amendment is recommended to reduce the 2023 Capital Budget by \$548,761 bringing the total revised capital expenditures to \$96,604,102 upon approval.

ADMINISTRATIVE RECOMMENDATION

THAT Council authorizes amendments totalling \$548,761 to reduce the 2023 to 2026 Capital Expenditure Program.

APPENDIX A
2nd QUARTER CAPITAL VARIANCE
2023 CAPITAL BUDGET AMENDMENTS

APPROVED CAPITAL EXPENDITURE PROGRAM	BYLAW	AMOUNT
Approved 2023 Capital Expenditure Program (Appendix A)	Bylaw 2022-41	15,611,285
APPROVED CAPITAL EXPENDITURE PROGRAM		\$ 15,611,285

2023 REVISIONS

APPENDIX B PROJECTS MOVED TO APPENDIX A	PROJECT	AMOUNT
Pavement Management System	240c00123	300,000
Bridge Inspections	240c00312	96,000
Utility Stations and Force Main Condition Assessment	240c00320	500,000
Crosstown Watermain	240c01222	2,500,000
Transit Bus Midlife Refurbishments	320c00319	210,000
Additional One Ton Service Body Truck w/Crane WWS- FGE	320c01422	165,000
Additional One Ton Service Body Truck w/Crane WWS- FGE	320c01522	165,000
CGC Retile Pool Basin / Deck & Change Rooms	360c00222	550,000
Electric Vehicle Charging Stations	360c00223	195,000
Pump House Facility Repairs	360c00523	300,000
SCBA Clean Room Upgrades	360c00623	125,000
Para Ramp Infills	500c00409	80,000
Additional Transit Handy Bus- FGD	500c00523	320,000
Additional One Ton Service Body Truck w/Crane WWS- FGE	500c00823	165,000
Large Volume Commercial Organics Bins	650c00123	80,000
Groundwater Protection Plan Update for Water License	650c00323	100,000
Waste Composition Study	650c00823	40,000
Accessible Pathway Planning - Long Lake	740c00523	65,000
TOTAL APPENDIX B PROJECTS WITH FUNDING AGREEMENTS		\$ 5,956,000

APPROVED RE-BUDGETS	BYLAW / RESOLUTION	PROJECT	AMOUNT
Capital Projects from 2022 approved for re-budget to 2023	2023-13		40,826,094
Rebudget 2022 funds from BCP- Services Building to create a new project: Whitehorse Operations Building Expansion	2023-04-04	360c00723	15,254,000
Rebudget 2022 funds from BCP- Services Building to create a new project: City Hall Energy Efficiencies	2023-04-04	360c00823	8,390,000
Rebudget 2022 funds from BCP- Services Building to create a new project: Transit Hub: Services Building	2023-04-04	360c00923	900,000
TOTAL APPROVED RE-BUDGETS			\$ 65,370,094

BUDGET AMENDMENTS: COUNCIL REVISIONS	RESOLUTION	PROJECT	AMOUNT
Increase 2023 budget for the Takhini Sanitary Trunk Main	2023-04-04	240c01120	10,094,484
Amend 2023 capital budget to include a new project: Commercial and Industrial Land Planning and Design Ice Lake Road South	2023-05-06	720c00623	121,000
TOTAL BUDGET AMENDMENTS: COUNCIL REVISIONS			\$ 10,215,484

TOTAL 2023 CAPITAL EXPENDITURE PROGRAM AS AT JUNE 30, 2023 **\$ 97,152,863**

APPENDIX B
2nd QUARTER CAPITAL VARIANCE
2023 CAPITAL BUDGET PROPOSED AMENDMENTS

PROJECT	STATUS	AMOUNT
740c00221 Whistle Bend Phase 3 Playground	Completed and Under Budget	93,761
720c00223 Holly Residential Area Master Plan	Cancelled - as per Council direction	225,000
740c01115 Replace Irrigation System at Rotary Park	Cancelled - funding repurposed for Takhini Sanitary Trunk Main as per Council resolution 2023-04-04	230,000
TOTAL COMPLETE OR CANCELLED JOBS		\$ 548,761

Total Amount Not Utilized And Remaining In Reserves	225,000
Total Amount Not Utilized And Remaining In External Funding Sources	323,761
TOTAL FUNDING SOURCES NOT UTILIZED	\$ 548,761

TOTAL REVISED 2023 CAPITAL EXPENDITURE PROGRAM: UPON APPROVAL	\$ 96,604,102
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ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	September 18, 2023
RE:	Operating Budget Variance Reporting 2nd Quarter – For Information Only

ISSUE

Financial Services has reviewed operating expenditure projections submitted by department managers and is providing a forecast of operating results to the end of the 2023 fiscal year.

REFERENCE

- [Bylaw 2022-42 2023-2025 Operating Budget](#)
- 2023 Operating Budget Amendments (Appendix A)
- 2023 Second Quarter Operating Variance Report (Appendix B)

HISTORY

Council adopted an Operating Budget for 2023 totalling \$100,640,957. This comprises an initial budget of \$100,329,754 plus subsequent Council approved amendments totalling \$311,203, as shown in Appendix A.

At the end of second quarter, management had been asked to review spending as compared to budget and to forecast expected final results to the end of the year. Through analysis of the variance reported from budgeted operations, as shown in Appendix B, the City is anticipating an operating surplus for 2023 of \$366,024.

ANALYSIS

The 2023 second quarter variance projection shows that total operating revenues and expenses are expected to be under budget by \$767,900 and \$1,133,924 respectively. Therefore, projections to December 31, 2023 as compared to the revised budget indicate an operating surplus of \$366,024. When viewed by fund, the projected surplus is as follows:

Projected Variance		
Fund	Deficit/(Surplus) to budget	Primary driver
General Fund	\$(341,262)	Higher than expected government transfers and investment income in addition to savings realized through staff vacancies.
Water and Sewer	\$(24,762)	Higher operating costs due to inflationary increases offset by staff vacancies
Projected Surplus	\$(366,024)	

Overall department spending is controlled. Based on the total operating budget of \$100,640,957, second quarter variance of \$366,024 is under 1% of the City's total operating budget.

APPENDIX A
2nd QUARTER OPERATING VARIANCE
2023 OPERATING BUDGET AMENDMENTS

AMENDMENT	BYLAW / RESOLUTION NUMBER	REVENUE	EXPENSES
APPROVED BUDGET	Bylaw 2022-042	\$ 100,329,754	\$ 100,329,754
BUDGET AMENDMENTS			
Fees and Charges (2nd Quarter changes)	BYLAW 2023-18	18,214	
Fees and Charges (2nd Quarter changes)	BYLAW 2023-18		18,214
Amend Operating budget to receive funding for waste water sample collection from Council of Yukon First Nations	2023-06-05	150,000	
Amend Operating budget for waste water sample collection regarding Council of Yukon First Nations funding	2023-06-05		150,000
Amend Operating Budget to receive contribution for 2023 Graffiti Management program from Crime Prevention and Victim Services Trust Fund	2023-09-04	37,920	
Amend Operating Budget for 2023 Graffiti Management program regarding Crime Prevention and Victim Services Trust Fund	2023-09-04		37,920
Amend Operating budget by adding Main Street Town Square project funded by General Reserve	2023-10-04	105,069	
Amend Operating budget by adding Main Street Town Square project expenditures	2023-10-04		105,069
SUMMARY OF AMENDMENTS		\$ 311,203	\$ 311,203
REVISED BUDGET AS AT JUNE 30, 2023		\$ 100,640,957	\$ 100,640,957

APPENDIX B
2nd QUARTER OPERATING VARIANCE
2023 OPERATING VARIANCE REPORT

REVENUE (BRACKETS INDICATE HIGHER THAN ANTICIPATED REVENUES)		
Government Transfers		(1,016,752)
Investment Income		(662,078)
Garage Charge Recovery		(539,383)
Building Permit Revenue		(278,888)
Miscellaneous Revenue		65,001
Transfer from Reserve RE: Vacancy Overlay		3,200,000
TOTAL REVENUES	\$	767,900

EXPENSES (BRACKETS INDICATE LOWER THAN ANTICIPATED SPENDING)		
Employee Wages & Benefits		(3,092,592)
Miscellaneous Expenses		27,883
Gas, Oil & Diesel		233,500
Transfer to Equipment Reserve		480,050
Garage Charges		539,383
Transfer to Capital Reserve		677,852
TOTAL EXPENSES	\$	(1,133,924)

PROJECTED SURPLUS	\$	(366,024)
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DEFICIT (SURPLUS) BY FUND		
01 GENERAL FUND		(341,262)
02 WWS FUND		(24,762)
PROJECTED SURPLUS	\$	(366,024)

REVENUE

- Government Transfers are higher than budgeted due to an increase in the City's Carbon Tax rebate and one-time transit funding that was not confirmed at time of budget preparation.
- Investment Income is higher than anticipated due to multiple rises in interest rates throughout 2023.
- Garage Charge Recovery is offset by Garage Charge Expenses. Garage Charge Expenses are higher than anticipated due to increased internal rates and weather related issues.
- Building permit revenue higher than budgeted due to an unanticipated commercial permit.
- Miscellaneous Revenue is made up of multiple amounts which vary from budget including transit revenue, cash in lieu of municipal reserve, drop in revenue, and water & sewer recovery.
- Transfer from Reserve will be reduced due to staff vacancies via the vacancy overlay budget process.

EXPENSES

- Wages and Benefits are expected to come in lower than anticipated due primarily to staff vacancies in Human Resources, Business and Technology Systems, Fire Administration, and Financial Services.
- Miscellaneous Expenses are made up of multiple amounts which vary from budget including, insurance, relocation expense, advertising, and credit card service fees.
- Gas, Oil and Diesel is higher than budget due to the higher cost of fuel and increased number of hours on the equipment due to increased operational demand.
- Transfer to Equipment Reserve is higher than budget due to an increase use in equipment.
- Transfer to Capital Reserve is higher than anticipated to due a higher comprehensive grant received through government transfers.

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	September 18, 2023
RE:	Budget Amendment – Marwell Lift Station Pump

ISSUE

A budget amendment is required to procure a new electrical spare pump and associated parts to be used as back-up to the daily duty pumps that are within the Marwell Lift Station.

REFERENCE

- [2023 to 2026 Capital Expenditure Plan](#)
- [Procurement Policy 2020-03](#)

HISTORY

Marwell Lift Station is the City's primary lift station that conveys the majority of the City's wastewater from various neighborhoods to the Livingston Lagoons.

This is accomplished through the use of two electric daily duty pumps that alternate and run continuously 24 hours a day, seven days a week.

In early June, while doing routine maintenance on both daily duty pumps, the bearing on one of the pumps failed and the spare electric pump was installed in its place.

ALTERNATIVES

1. Amend the 2023-2026 Capital Expenditure Plan in the amount of \$300,000 and approve a new Capital Project for the purchase of a spare electric pump for the Marwell Lift Station; or
2. Refer the matter back to Administration for further analysis.

ANALYSIS

The Marwell Lift Station is one of the City's most critical pieces of infrastructure that is in continuous operation. Integral in the operation of the Marwell Lift Station is the ongoing use of the two electric driven duty pumps that move over 10 million litres of waste water per day.

The City typically has one spare electric pump for redundancy as well as two diesel engine pumps for use during power failures. The diesel engine driven pumps are intended for emergency use only and cannot be continuously run for long periods of time. There is an existing project underway to replace one of the existing diesel engine pumps that drive the back up pumps.

With the failure of one of the in-service pumps, the City has had to install its spare pump to maintain the ongoing operations of Marwell. Having a spare pump is critical not only for

emergencies but to also allow preventative maintenance and repairs that will help extend the life of the pumps overall.

Administration has looked at the possibility of having the pump that failed rebuilt, however given the condition of the pump and that the estimated cost to rebuild the pump is at least 75% of purchasing a new pump, it is recommended to purchase a new spare pump.

ADMINISTRATIVE RECOMMENDATION

THAT Council amend the 2023-2026 Capital Expenditure Plan and approve the creation of a new Capital Project in the amount of \$300,000 to purchase a spare electric pump and related parts for the Marwell Lift Station, funded by the Water and Sewer Reserve.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Michelle Friesen

September 18, 2023

Meeting #2023-17

-
1. Zoning Amendment – Range Point Joint Master Plan
Presented by Mathieu Marois, Senior Planner, Planning and
Sustainability Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	Planning Committee
FROM:	Administration
DATE:	September 18, 2023
RE:	Zoning Amendment – Range Point Joint Master Plan

ISSUE

An application to amend the zoning to support advancing the Range Point Joint Master Plan area (the Plan) which includes Kwanlin Dūn First Nation (KDFN), Yukon Government (YG) and unsurveyed vacant Commissioner's land to allow for a diverse mix of housing developments.

REFERENCE

- [2020 KDFN Community Lands Plan](#)
- [2040 Official Community Plan](#)
- [Zoning Bylaw 2012-20](#)
- [2023 Range Point Joint Master Plan Final Report](#)
- Proposed Zoning (Attachment 1)
- Location Map (Attachment 2)
- Proposed Bylaw 2023-29 (Attachment 3)

HISTORY

The Plan site is 18.45 hectares in size, consisting of KDFN Settlement Land Parcel C-15B, YG Parcel 262-6, and approximately 0.3 hectares of unsurveyed vacant Commissioner's land (Attachment 2). The 2020 KDFN Community Lands Plan identified the Plan site for residential development.

Efforts to develop the Plan began in 2020. The Plan, which includes a Zoning Plan, was informed by several plans, studies, and assessment. The Plan went through multiple iterations of information gathering, conceptualization, and public engagement to arrive at the final Plan concept. Council approved the Plan on August 14, 2023.

On July 19, 2023, the rezoning application was reviewed by the Development Review Committee (DRC) and there were comments regarding the proposed sewer line alignment, proposed lot configurations, and the required geotechnical setback. Administration followed up with the partner governments to address DRC's comments and, with further clarification, no changes to the application were deemed necessary.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	September 18, 2023
First Reading:	September 25, 2023
Newspaper Ads:	September 29 and October 6, 2023
Public Hearing:	October 23, 2023
Report to Committee:	November 20, 2023
Second and Third Reading:	November 27, 2023

ALTERNATIVES

1. Proceed with the amendment under the bylaw process; or
2. Do not proceed with the amendment.

ANALYSIS

Site Context

The subject site is located on the west side of Range Road, bordered by Mountain View Drive to the west, Northland Mobile Home Park to the south, and Chasàn Chuà/McIntyre Creek to the north. The existing neighbourhood of Range Point houses approximately 1,240 residents in about 560 dwelling units. The existing neighbourhood consists of mobile homes, single detached houses and townhouses. The subject site is mostly vegetated with several formal and informal dirt roads and trails.

2040 Official Community Plan, 2020 KDFN Community Lands Plan, and 2022-2024 Strategic Priorities

The Plan site is designated as Residential – Urban and First Nations Development Land in the OCP. The Residential – Urban designation accommodates a wide range of residential housing forms and compatible uses primarily within the Urban Containment Boundary. Lands designated as First Nations Development Land can be developed in ways that are consistent with Self Government Agreements and planning policies and documents completed by the First Nation governments. The proposed zoning is consistent with plans for the site in the KDFN Community Lands Plan.

Geotechnical evaluations have been undertaken for the Plan site with recommendations to mitigate erosion, including by way of development setbacks. The proposed zoning aligns with the recommended setbacks and Policy 7.16 of the OCP.

The Plan aligns with Council's 2022 to 2024 Strategic Priorities and would advance the provision of housing in the city. The Plan also aligns with the OCP's housing, development, and growth policies to provide compact residential options across the housing continuum. Additionally, the OCP requires an approved Master Plan for the development of areas over 1.5 hectares, which is fulfilled by the Plan.

Proposed Zoning

The Plan site is projected to result in approximately 390 new housing units including single detached, duplex, triplex, cottage cluster, and medium and high density multiple housing. Additionally, other typical neighbourhood zoning is proposed to provide for utilities, parks, buffers, and open spaces (Attachment 1).

There may be minor zoning boundary adjustments related to upcoming City subdivision approval and detailed engineering work. However, section 1.5.1 of the Zoning Bylaw allows for zoning lines to be amended administratively where roads/lanes, walkways, or service corridors have been adjusted slightly.

Infrastructure

A Traffic Impact Analysis was conducted for the Plan. Recommendations were to implement upgrades (roadway widening, intersection configurations and signal timing / phasing) to Mountain View Drive and Range Road by 2032, with further upgrades to Mountain View Drive, Range Road and Whistle Bend Way by 2042. Contributions for these

road network improvements will be confirmed at the subdivision and development agreement stages. Other considerations relating to transportation demand management, complete streets, active transportation improvements, and transit route connections were also proposed.

The existing watermain within Range Road will provide water servicing to the Plan site. A stormwater management pond is also proposed on site to temporarily address the difference between pre- and post-development flow rates. The fibre optic line from Whistle Bend will need to be extended to provide internet to the site and power services will run underground following road alignments.

Sanitary servicing will be provided via a new sewer line connecting to the Marwell Collection System, with a lift station proposed within the Plan site. The new connection is proposed to be located within the Mountain View Drive right-of-way, however further discussions are required with the City's Engineering Services team to confirm the appropriateness of this alignment instead of within the Range Road right-of-way.

Either alignment is not anticipated to affect proposed zoning and can be confirmed at detailed design stage. The lift station location will remain the same, with only utilities needing to be rerouted if the alignment changes.

Capital infrastructure financing is still being discussed between the Plan partners, but will be assumed by YG and/or KDFN. KDFN and the City may need to enter into a servicing agreement setting out responsibilities and financing for municipal services (i.e. operations and maintenance) within the KDFN parcel. The intent is for the City to provide services similar to other KDFN land (e.g. McIntyre Subdivision). The City will later take over municipal services for land transferred to the City from YG, as per typical practice. The cost to provide municipal services will be offset through municipal property taxes and utility fees.

Fee Waiver

The proponent requested a waiver of the application fees to recognize the collaborative nature of the Plan, to which the City is a partner, and acknowledge the shared contribution of governments towards the effort of increasing housing for benefit across the community.

Section 15.2.7 of the Zoning Bylaw allows Council to direct that the application fee be returned to the applicant if it appears that the proposed amendment is applicable to, and for the benefit of the City at large, or most of the persons affected in the area.

The application only relates to a specific area within the City, and therefore not applicable to the City at large or persons affected in the area. A fee waiver is therefore not considered applicable under Section 15.2.7.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-29, a bylaw to amend the zoning of the Range Point Joint Master Plan site to allow for a diverse mix of housing developments, be brought forward for consideration under the Bylaw process.

Range Point Joint Master Plan Site – Proposed Zoning

The zones proposed for the Plan site include:

- **RCS2 – Comprehensive Residential Single Family:** provides a comprehensive development zone for medium density, more energy efficient urban housing that is developed as part of a complete neighbourhood. It is anticipated that 59 RCS2 lots will be provided.
- **RCM3 – Cottage Cluster Homes:** provides a zone for the development of multiple ground-oriented single detached, duplex and triplex housing units that are located on the same lot. It is anticipated that between 35 and 129 RCM3 units will be provided on two lots.
- **RCM – Comprehensive Residential Multiple Family:** provides a medium density transition zone that is meant to be compatible with adjacent lower density housing types. It is anticipated that between 134 and 267 RCM units will be provided on five lots.
- **RM – Residential Multiple Housing:** provides a zone for higher density multiple housing. It is anticipated that between 22 and 68 RM units will be provided on one lot.
- **PE – Environmental Protection:** provides a zone for the protection and preservation of environmentally sensitive areas, wildlife habitat, and other significant natural areas. PE zoning is proposed along the north and west sides of the development where a trail is proposed and is approximately 2.6 ha.
- **PR – Parks and Recreation:** provides areas for indoor and outdoor active recreational uses requiring facilities and/or infrastructure. One PR lot is proposed in the centre of the development and is approximately 0.5 ha.
- **PG – Greenbelt:** provides a zone for areas of public land that are typically left in a natural state and may be used primarily for buffers, walkways, trails and for unorganized passive recreation. A 10-metre treed buffer between the development and Range Road as well as between the development and Northland Park are proposed.
- **PU – Public Utilities** provides a zone for public utility installations and facilities involving disposal, recycling, or similar uses. Two PU lots are proposed for a lift station that is approximately 0.1 ha and a stormwater pond that is approximately 0.45 ha.

Rezone
From FP - Future Planning, PE - Environmental
Protection, and RP - Residential Mobile Home
Park
To various Residential and Public Zones



DATE: 2023-09-08

FILE:
Z-08-2023

Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES**Zoning Bylaw Amendment**

A proposal to amend the zoning of from FP - Future Planning, PE - Environmental Protection, and RP - Residential Mobile Home Park to various Residential and Public Zones



CITY OF WHITEHORSE
BYLAW 2023-29

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS Section 289 of the *Municipal Act* provides that a Zoning Bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS Section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to establish zoning for the Range Point Joint Master Plan site; and

NOW THEREFORE the Council of the Municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 1469, Quad 105D/14, 93163 CLSR, Lot 262-6, Group 804, 71449 CLSR, and approximately 0.3 hectares of unsurveyed vacant Commissioner's Land from FP–Future Planning, RP – Residential Mobile Home Park, and PE – Environmental Protection to RCS2 – Comprehensive Residential Single Family, RCM3 – Cottage Cluster Homes, RCM – Comprehensive Residential Multiple Family, RM – Residential Multiple Housing, PE – Environmental Protection, PR – Parks and Recreation, PG – Greenbelt, and PU – Public Utilities as indicated on Appendix “A” attached hereto and forming part of this bylaw.
2. This Bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

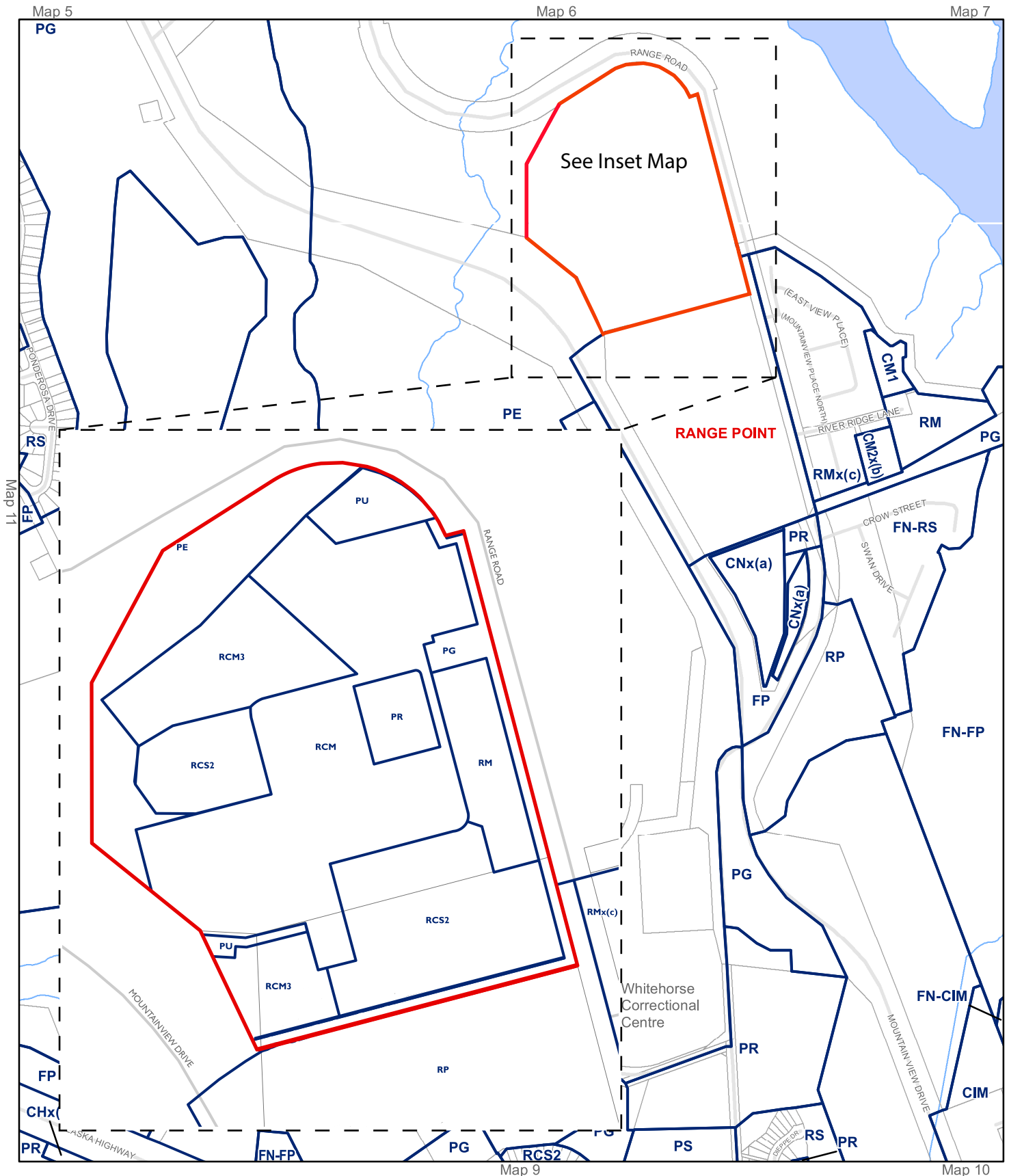
SECOND READING:

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

MAP 8



Where a letter appears in brackets following a zoning designation, e.g. RSx(a), the letter corresponds to the 'special restrictions' subsection for that zone.



0 440
Meters
Projection: NAD 1983 UTM Zone 8

Consolidation date:
February 20, 2023

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Mellisa Murray

Vice-Chair: Dan Boyd

September 18, 2023

Meeting #2023-17

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1. New Business